



**LOUISBURG PARK AND TREE BOARD
MEETING MINUTES
Monday, March 9, 2015**

The Park Board of Louisburg, Kansas met at 6:30 p.m. in the City Hall Council Chambers with Chairperson Bob Bazin presiding.

ATTENDANCE

Board Chairperson: Bob Bazin

Board Members: Jack Kline, Molly Strubbe, Lonnie Kunz (Arrived 6:37)

City Administrator: Rita Cassida (Representing)

City Council: Jean Carder

Recording Secretary: Rusty Whitham

Visitors: Shava Vohs, Karin Olsen, and Rick Henderson

Item 1: Adoption of Agenda

A motion was made by Jack Kline to approve the agenda. The motion was seconded by Molly Strubbe. Motion carried 3-0. Lonnie Kunz had not arrived yet for this discussion.

Item 2: Approval of minutes

A motion was made by Jack Kline to approve the minutes from the February 19, 2015 Park and Tree Board meetings. The motion was seconded by Molly Strubbe. Motion carried 3-0. Lonnie Kunz had not arrived yet for this discussion.

Item 3: Public Comment

None

PUBLIC HEARING BUSINESS ITEMS

Item 4: A discussion with Jon Clayton concerning his volunteer group service project

Jon Clayton (Faith Chapel) called City Staff this afternoon to explain that he was unable to attend this meeting. Faith Chapel volunteers will be doing work within the park system on March 21st. He wanted to know if the Park and Tree Board had a chance to create a list of projects for his group. Chairperson Bazin stated that a list will be drafted tonight so it can be forwarded to Clayton in the morning.

Note: A list of project items was created and emailed to Clayton the following morning.

Item 5: Discussion with the Louisburg Soccer Club concerning their concession stand at L/Y Park

Karin Olsen (President of the Louisburg Soccer Club) approached the podium to discuss their club's request. Olsen explained that the Soccer Club now owns the old Chris Cakes concession trailer. The Soccer Club wishes to leave their concession trailer in L/Y Park throughout the spring soccer season. She added the Soccer Club has made arrangements with the City to store the trailer at the Public Works building on South Rogers during the off season. By leaving the trailer at L/Y Park for the entire spring soccer season, they will avoid moving it from the storage area every weekend. They wish to leave the trailer in the gravel parking lot adjacent to the soccer fields. The Concession stand will be removed from L/Y Park and placed into storage at the end of the spring soccer season on May 9th.

Jake Kline made a motion to allow the Soccer Club to leave their concession trailer in the gravel parking lot adjacent the soccer fields throughout the spring soccer season. With the following stipulation:

1. The Soccer Club shall be liable for all costs incurred in the event that the concession trailer becomes damaged or vandalized while it is stored at L/Y Park.

The motion was seconded by Molly Strubbe and passed 4-0.

Chairperson Bazin asked Olsen if she knew that the lighted soccer field located nearest to the baseball fields was meant to be temporary in nature. Bazin explained that the location of that particular soccer field is identified as a baseball field on the Master Parks Plan. The Master Parks Plan was developed roughly 20 years ago. Bazin referenced copies of the Master Parks Plan that was provided to all Board members. Bazin mentioned that the City has an overwhelming need for additional baseball/softball fields. He suggested if the Soccer Club and USD416 are no longer using the fields it may be time to convert that area into its intended purpose. Bazin understood that the existing lighted soccer field was to be converted into a baseball/softball field five years ago, after the new soccer fields were established.

Olsen stated that she was unaware that the lighted soccer field was a temporary arrangement. Olsen asked if she could have more time to research this issue. Bazin stated that development of new baseball/softball field is not in the immediate future, but it should be in this Board's future plan. The demand for baseball/softball fields is growing. All agreed that this topic requires further conversation.

Item 6: Discussion with Powell Observatory concerning lighting

Rick Henderson (President of the Astronomical Society of Kansas City and Powell Observatory) was present for this conversation. Chairperson Bazin explained that the Park and Tree Board hasn't received any formal plans for additional lighting at this time. However, there have been some discussions concerning additional lighting around the parking lot area. There has been concerns that when the ball field lights are turned off the parking lot is too dark. Bazin asked if installing additional lighting in the parking lot area would affect the Powell Observatory.

Henderson replied, in most cases the Observatory is in use well after the ball fields are closed. It was mentioned that it's City policy to have all lights turned off by 10pm. Henderson stated that it's the rare occasion when someone turns on the lights after hours is when lighting becomes an issue for the Observatory. Jack Kline suggested installing timers on the lights. It was also mentioned that keys to the light switch box lock are sometimes copied. City officials believe in the past that unauthorized copies have been made of the light switch box key and that locks to the box have been cut off. Rita Cassida stated that this is a continuing issue and new locks have been placed on the controls this spring. Bazin

mentioned that The Park and Tree Board will consult with the Powell Observatory prior to the installation of any lights in L/Y Park. No further discussion concerning lighting occurred.

Rick Henderson then mentioned that he was granted approval from the Park and Tree Board to remove a few trees along the east fence line of the Powell Observatory. The removal of trees was discussed and approved during the November 10, 2014 Park and Tree Board meeting. The trees in question are blocking the view of their telescope. Once the trees are removed, the Observatory is required to plant the same number of new trees somewhere within the park. This is one for one swap. Henderson wanted some clarification concern the size and placement of the new trees. Jack Kline replied that the Park & Tree Board would like container sized trees. Kline clarified that they don't wish to see seedlings planted.

Henderson asked what species of replacement trees are required. Kline stated that the Board would like to review the purposed species of trees before they are purchased. Kline added that the Board would also like to select planting locations. The Board agreed that Powel Observatory may remove the trees obstructing the telescope view at any time. Kline suggested that the best time to plant trees is in the fall. Henderson agreed and understood that he is required to consult the Park & Tree Board prior to the purchase and placement any new trees. Jean Carder suggested that the stumps be removed when the trees are cut down. All agreed.

Item 7: Discussion concerning Ball Field Reservation Policy at Lewis-Young Park

A discussion concerning the new Ball Field Reservation Policy and Reservation Form occurred. Jack Kline identified a spelling error on the policy letter. No negative comments or changes were made by the Board.

Jack Kline made a motion to accept the policy letter and reservation form as corroded. The motion was seconded by Lonnie Kunz and passed 4-0. This topic with all recommendations shall be forwarded to the City Council for further discussion.

Item 8: OLD BUSINESS:

Jack Kline mentioned that he contacted the Blue Valley Recreation Association concerning the possibilities obtaining some of their older bleaches if they are schedule for replacement. Kline mentioned that Blue Valley Recreation Association has gone to all aluminum/stainless steel bleachers and they will not be replacing them anytime in the near future.

Shava Vohs (Representing LARA) mentioned that Osawatomie Recreation Association has recently received a grant valued at \$40,900.00 from First Option Bank. The money will be used to replace the concession stand/bathrooms at the Sports Complex within the City of Osawatomie. It was mentioned that a family may have donated the grant money and First Option Bank administers the funds. Vohs suggested that LARA and the City jointly apply for the same grant next year. Vohs also stated that she has applied for a grant from Major League Baseball for new bleachers. She will know if LARA was awarded the grant on April 1, 2015.

Vohs then presented a proposal to build six flag football fields in L/Y Park. She mentioned that the demand for flag football is great and creating a designated flag football area within L/Y Park would be a fantastic benefit to the community. Vohs mentioned that LARA Flag Football Teams are practicing at various locations to include school property. Currently there are no designated areas in the Park for flag football. Bob Bazin handed out an aerial picture that depicts an area within the south end of the park that would be an ideal location for six flag football fields. Bazin stated that this area is not being used or under lease for hay. The selected area of land is approximately 10-12 acres.

Jean Carder suggested that the City Council maybe supportive to adding additional amenities to the park.

Vohs stated that there are no plans to install lighting on the proposed flag football fields at this time. LARA would rent porta potties for this area as needed during football season.

Jack Kline made a motion to accept the proposal made by LARA to build six flag football fields on an unused portion of land located on the south end of L/Y Park. See exhibit "A". This motion was made with the following stipulations:

1. LARA shall be responsible for all costs associated with construction of the flag football fields to include all grading, seeding and the development of an access road.
2. The City shall supply surplus millings for access road.

The motion was seconded by Lonnie Kunz and passed 4-0. This topic with all recommendations shall be forwarded to the City Council for further discussion.

Bob Bazin then mentioned the possibility of constructing a new four field baseball/softball complex within L/Y Park. This baseball/softball complex is identified on the Master Park Plan.

Molly Strubbe made a motion to continue with the planning and development of a four field baseball/softball complex within L/Y Park as depicted on the Master Park Plan. This motion includes the research of possible funding sources, cost estimates and design of the ball fields.

The motion was seconded by Jack Kline and passed 4-0. This topic with all recommendations shall be forwarded to the City Council for further discussion.

Item 9: REPORTS:

Rita Cassida presented a Boy Scout map that depicts trails within L/Y Park. Cassida mentioned that she is willing to place this map on the City website. No vote or negative comments were made by the Board.

Cassida also mentioned that there are some City trails that may veer off L/Y property onto private property. She suggested that L/Y Park be surveyed to ensure that all trails are on City property. No vote or negative comments were made by the Board.

Bob Bazin presented the Master City Trails Plan to the Board. The Plan was last updated in the late 90's. It was mentioned that not many of the trails have materialized. Jean Carder explained that many of the trails are triggered by housing development. Until the subdivisions are fully developed, the trails will not be built. No further discussion occurred concerning this topic.

A discussion concerning Park and Tree Board Bylaws occurred. Bob Bazin suggested that Staff use the City of Wylie Bylaws as a sample to draft Louisburg's Bylaws. Staff will provide a draft at the next meeting.

Item 10: ADJOURNMENT:

A motion was made by Jack Kline to adjourn the meeting. The motion was seconded by Lonnie Kunz. Motion carried 4-0. Meeting adjourned at 7:49 p.m.

The next meeting will be held on April 13, 2015 at 6:30 p.m.

Submitted by Rusty Whitham
Recording Secretary